

STRATEGIES AND RESOURCES FOR WRITING A SUCCESSFUL EPA BROWNFIELD GRANT APPLICATION



**PRESENTED BY: BETH A. GRIGSBY, PURDUE
UNIVERSITY, TAB COORDINATOR FOR REGION 5**



What to Expect From Today's Session...

- Overview of the TAB program
- Strategies for getting started on your EPA Brownfield Grant Application
- Overview of the TAB EZ AP tool



ACRONYMS

- **TAB**: Technical Assistance to Brownfields Communities
(What I do)
- **CRED**: Center for Regional Economic Development (Where I'm housed at the University)
- **Region V, EPA**: In, Il, Mi, Mn, Wi, Oh
(where I work)
- **LPG**: Licensed Professional Geologist



WHY TAB?

- EPA sponsors the nation-wide program to provide unbiased technical assistance to communities
- Technical issues associated with Brownfield Redevelopment can be complex and overwhelming to smaller towns and communities



HOW DO COMMUNITIES USE THE TAB PROGRAM?

- PROGRAM GENERAL OR PROJECT SPECIFIC
- ASSISTANCE WITH ENVIRONMENTAL
CONSULTANT RFP/SELECTION CRITERIA
- TECHNICAL REPORT REVIEW
- ASSISTANCE WITH YOUR EPA APPLICATION
FOR BROWNFIELD FUNDING



EPA BROWNFIELD GRANTS...CAN YOU COMPETE NATIONALLY?


YES!!! IF YOU ...

DEMONSTRATE THE CAPACITY TO MANAGE PROJECTS

DEMONSTRATE REALISTIC BUDGET EXPECTATIONS

DEVELOP A VIABLE REUSE PLAN

**DEMONSTRATE GOOD PLANNING AND COMMUNITY
ENGAGEMENT**



Strategies To Get Started...

- **Focus On Target Areas – Master Plans, Economic Zones, Main Street Programs**
- **Engage Your Community Early & Often**
- **Consider Your Project “Cradle to Grave”**
- **Identify Key Partners and Resources**
- **Investigate Site Ownership, Access, and Eligibility Issues Early**
- **Regional Approaches – Consider How Your Plan Fits With Your Surrounding Area (Coalitions/Planning Councils May Apply)**



APPLICATION STRATEGIES

- Assessment – 100 possible points
- RLF – 120 possible points
- Cleanup – 100 possible points



APPLICATION STRATEGIES

EPA BROWNFIELD GRANTS RANKING CRITERIA AND POINTS		
Budget	10	
Community Need	15	
Site Selection	5	Assessment/RLF only
Description of Target markets and Business Plan	20	RLF only
Sustainable Reuse of Brownfields	10	
Creation and/or Preservation of Greenspace/Open Space	5	
Community Involvement	15	
Reduction of Threats to Human Health & Environment	20	25 pts cleanup
Leveraging Additional Resources	10	
Ability to Manage a Grant/Programmatic Capability	10	



WHAT IS TAB EZ AP

The TAB *E-Z* AP is an online tool developed to increase local governments/communities accessibility to EPA Brownfield assessment grants

Current on-line pilot is for the EPA Brownfield assessment grant application FY2006

TAB region 5 in process of developing clean-up and RLF applications for FY2006



WHY TAB EZ AP?

- THE COMPETITION IS NATIONAL
- LEVELS THE PLAYING FIELD FOR COMMUNITIES WITH MINIMAL RESOURCES
- "TURBO-TAX" APPROACH TO THE APPLICATION

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What *TAB E-Z AP* can do andcannot do

- **What *TAB E-Z AP* can do:** The *TAB E-Z AP* provides a framework for the Community's proposal-provides strategies and links to reduce time in writing the proposal
- **What *TAB E-Z AP* cannot do:** The *TAB E-Z AP* cannot write a specific and compelling request for Brownfield Assessment funding for the community-it's their proposal!



Integrates Support And Education Components

Provides framework that emphasizes necessary threshold and ranking criteria unique to the proposal

Web links to EPA regulatory citations and websites

Proposal writing strategies and insightful helpful hints

https://engineering.purdue.edu/CE/Research/Centers/MHSRC/TABEZAP/App/pt_proposalAdd

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The Midwest Hazardous Substance Research Center

TAB

Add Project

Please note: Items with an asterisk (*) are required

A. Project Title*

Provide the project title: (Be as specific as possible)

[Manage Account](#)

[E-Z AP](#)
[Homepage](#)

[Links](#)
[Guidelines for Assessment, Loan Fund and Grants](#)
[Basic](#)
[Field Grants &](#)
[Fields Web](#)
[Laws &](#)

← Submit Project Title—"Add Project"

The next Screen is your proposal outline, ...note that the Project Title Section is the color green and labeled "complete"

https://engineering.purdue.edu/CE/Research/Centers/MHSRC/TABEZAP/App/pt_proposalManage?proposali

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The Midwest Hazardous Substance Research Center

TAB

Navigation

- [Home](#)
- [About TAB E-Z AP](#)
- [MHSRC Homepage](#)

Helpful Links

- [Proposal Guidelines for Brownfields Assessment, Loan Fund and Grants](#)
- [Basic](#)
- [Field Grants &](#)
- [Fields Web](#)
- [Laws &](#)
- [Data](#)

System Message

2005/02/28 13:37:34
Project added

Edit Project: Smalltown USA Brownfield

Click on the link to edit the section:

Part	Status
I. Cover Letter	Incomplete
II. Applicant Information	
A. Project Title	Complete
B. Grant Type	Incomplete
C. Total Dollar Amount Requested	Incomplete
D. Name of Applicant	Incomplete
E. Project Contact	Incomplete
F. Chief Executive	Incomplete
G. Location of Targeted Area	Incomplete
H. Population	Incomplete
I. Other	Incomplete
Assessment Grant Criteria	
Threshold Criteria for Assessment Grants	
A. Applicant Eligibility	Incomplete
B. Community Notification	Incomplete
C. Letter From Environmental Authority	Incomplete
D. Site Eligibility and Property Ownership Eligibility	Incomplete
Ranking Criteria for Assessment Grants	
A. Assessment Grant Proposal Budget	Incomplete
B. Community Need	Incomplete
C. Site Selection Process	Incomplete
D. Sustainable Reuse of Brownfields	Incomplete
E. Creation and/or Preservation of Greenspace/Open Space or Nonprofit Purpose	Incomplete

☐ Incomplete
☐ Not Required

INDIANA BROWNFIELD

Select Grant Type: Example is a Community Wide Assessment Grant for Petroleum

...note Helpful Links

Edit Project: Smalltown USA Brownfield

Please note: Items with an asterisk (*) are required

B. Grant Type

Grant Type*

Identify the type of grant you are applying for.

- ☒ Assessment
- ☐ Cleanup
- ☐ RLF

Contamination Type

Select the type of contamination to be addressed by grant funding.

- ☐ Hazardous Substance
- ☒ Petroleum

Grant Scope*

- ☒ Community Wide
- ☐ Site Specific

Submit Cancel

Helpful Links

[Is it Hazardous or Petroleum?](#)

Helpful Links

[What is the Best for our Community?](#)
[When can I request a Waiver for additional sites?](#)

Is it Hazardous or Petroleum? - Mozilla

Is it Hazardous or Petroleum?

Examples of Eligible Sites:

Hazardous Substances, Contaminants, and Pollutants Examples	Eligibility test for Hazardous Substances, Contaminants, and Pollutants	Petroleum	Eligibility test for Petroleum Sites
<ul style="list-style-type: none"> ◆ Plating Shops ◆ Landfills ◆ Salvage Yards ◆ Dry Cleaners 	<ul style="list-style-type: none"> ◆ Cannot be CERCLA PRP. ◆ You may be a Potentially Responsible Party for a hazardous substance site if 	Examples include: <ul style="list-style-type: none"> ◆ Gas Stations ◆ Fuel Terminals ◆ Tank 	<ul style="list-style-type: none"> ◆ No viable responsible party ◆ Applicant cannot have caused or contributes

What is the Best Grant Type for our Community? - Mozilla

What is the Best Grant Type for our Community?

An applicant **may** apply for a *Community-wide* assessment grant if a specific site has not been identified or if the assessor applicant may discuss **potential** assessment sites in a *Community-wide* proposal; however, EPA's acceptance of the proposal identified in the proposal are eligible. EPA reserves the right to approve sites as part of the workplan negotiation and upon

Community-wide assessment grant applicants may focus their proposal on classes or categories of sites (e.g. abandoned gas

Threshold Criteria: Applicant Eligibility: note helpful links, citation links

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Research Center
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A. Applicant Eligibility

Threshold criteria are pass/fail criteria. If your responses do not meet the threshold criteria, the ranking criteria will not be evaluated. You must pass/complete each of the following criteria in order to successfully complete your Assessment Grant application.

Applicant Eligibility*

Describe how you are an eligible entity for the grant for which you are applying.

Helpful Links
[What is 40 CFR Part 31?](#)
[Who Can Apply?](#)
[Who is Applicant Eligibility important to my Application?](#)

Format

B I U [List Icons]

Who Can Apply?

Eligible applicants, including those with existing brownfields grants, may apply for one, or all, of the grant programs. The following table indicates, by grant program, what types of entities are eligible to receive EPA funds for brownfields assessment, RLF, and cleanup grants:

Type of Applicant	Assessment	RLF ¹	Cleanup ²
General Purpose Unit of Local Government ³	x	x	x
Land Clearance Authority or other quasi-governmental entity that operates under the supervision and control of, or as an agent of, a general purpose unit of local government	x	x	x
Government Entity Created by State Legislature	x	x	x
Regional Council or group of General Purpose Units of Local Government	x	x	x
Redevelopment Agency that is chartered or otherwise sanctioned by a state	x	x	x
State	x	x	x
Indian Tribe other than in Alaska ⁴	x	x	x
Alaska Native Regional Corporation, Alaska Native Village Corporation, and Metlakatla Indian Community ⁵	x	x	x
Nonprofit organizations ⁶			x

- To be eligible for an RLF subgrant, the subgrantee must own the site and must provide documentation to demonstrate ownership (e.g., copy of the fee simple title) prior to the award of the subgrant.
- To be eligible for a cleanup grant, the fund recipient must own the site and provide documentation to demonstrate ownership (e.g., copy of the fee simple title) prior to the award of the cooperative agreement and no later than September 30, 2005.
- For purposes of the brownfields grant program, EPA defines general purpose unit of local government as a local government, as that term is defined under 40 CFR Part 31.
- Intertribal Consortia are eligible for funding in accordance with EPA's policy for funding intertribal consortia published in the Federal Register on November 4, 2002. This policy also may be obtained from your Regional Brownfields Contact.
- Alaska Native Regional Corporations and Alaska Native Village Corporations are defined in the Alaska Native Claims Settlement Act (43 U.S.C. 1601 and following).
- For the purposes of the brownfields grant program, EPA will use the definition of nonprofit organizations contained in Section 4(c) of the Federal Financial Assistance Management Improvement Act of 1999, Public Law 106-107, 31 USC 6101, Note. The term (nonprofit organization) means any corporation, trust, association, cooperative, or other organization that is operated mainly for scientific, educational, service, charitable, or similar purpose in the public interest, is not organized primarily for profit, and uses net proceeds to maintain, improve, or expand the operation of the organization.

What is 40 CFR Part 31?

The Uniform Administrative Requirements for Grants and cooperative Agreements to State and Local Governments. 40 CFR Part 31 can be found at http://www.access.gpo.gov/nara/cfr/waisidx/99/40cfr31_99.html

Assessment Grant Proposal Budget– as budget is developed, tasks can be added and budget dollars are assigned to categories

https://engineering.purdue.edu/CE/Research/Centers/MHSRC/TABEZAP/App/pt_proposalEdit?proposalid=56

Create tasks and submit values for required items.

Tasks

Task 1: Identification and Prioritization

Identify sites and prioritize

Update Budget Tasks

Budget Categories	Task 1	Total
Personnel	\$0	\$0
Fringe Benefits	\$0	\$0
Travel	\$0	\$0
Equipment	\$0	\$0
Supplies	\$0	\$0
Contractual	\$3,500	\$3,500
Other (see note)	\$0	\$0
Total	\$3,500	\$3,500

Describe Other Funds (if other funds are specified):

Update Budget

Add a Task

TAB E-Z AP: App - Mozilla

https://engineering.purdue.edu/CE/Research/Centers/MHSRC/TABEZAP/App/pt_proposalEdit?proposalid=567

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Budget Categories	Task 1	Total
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Fringe Benefits	\$0	\$0
Travel	\$0	\$0
Equipment	\$0	\$0
Supplies	\$0	\$0
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Update Budget

Add a Task

Task

Description

Continue wherever you would like.... work is saved on the Project.

https://engineering.purdue.edu/CE/Research/Centers/MHSRC/TABEZAP/App/pt_proposalManage?proposalid=...

TAB

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- [Brownfields Basic Information](#)
- [EPA Brownfield Grants & Funding](#)
- [EPA Brownfields Web Page](#)
- [Brownfield Laws & Statutes](#)
- [Envirofacts: Environmental Data Warehouse](#)

Color Key

- Complete
- Incomplete
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I. Ability to Manage Grants	Incomplete



FOR MORE INFORMATION

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